



DEPARTMENT OF THE NAVY
NAVAL SERVICE TRAINING COMMAND
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NSTCINST 1533.15
N00
25 Mar 2019

NSTC INSTRUCTION 1533.15

From: Commander, Naval Service Training Command

Subj: NAVAL RESERVE OFFICERS' TRAINING CORPS HOST UNIT ASSESSMENT
IMPROVEMENT PLAN

Ref: (a) DoDI 1215.08, Change 1, dated 7 Mar 2018
(b) Memorandum for Chief of Naval Personnel & Deputy Commandant of the Marine Corps, dated 24 Jan 2018

1. Purpose. To prescribe an improvement plan for Naval Reserve Officers Training Corps (NROTC) host unit institutions that classify as below average, in specific criteria, as compared to their peers on the annual NROTC host unit assessment.

2. Applicability. This instruction applies to institutions that host a NROTC unit, to include NROTC host units within a consortium.

3. Background. Per reference (a), the Secretary of the Navy (SECNAV) shall conduct an annual assessment of each NROTC host unit, including data pertaining to their respective cross-town affiliations, if any. Reference (b) establishes NROTC host unit assessment criteria for the Navy to use in its annual assessments. These assessment criteria aid the Navy in understanding the strengths and weaknesses of each of its NROTC host units. For some criteria, the Navy can collaborate with the NROTC host institution and its respective cross-town affiliations, if any, to improve their assessment classification. Conversely, for other criteria, the Navy and the host institution may not want to improve because the range of assessment scores help diversify the NROTC program's institutional portfolio, allowing a more diverse profile of NROTC midshipmen.

4. Roles and Responsibilities

a. The SECNAV or designee establishes and approves the NROTC host unit assessment criteria.

b. The Deputy Chief of Naval Operations (Manpower, Personnel, Training, and Education) (DCNO (MPT&E)) (N1) administers the assessment and alters the assessment criteria, if necessary, per reference (b). Annually, DCNO (MPT&E) staff informs the Office of the Assistant Secretary of the Navy (Manpower and Reserve Affairs) of the criteria, weighting factors, and ranking procedures no less than 30 days prior to commencing each assessment.

c. Commander, Naval Service Training Command (CNSTC):

(1) Conducts an annual assessment of each of the NROTC program's host units and their respective cross-town affiliations, if any.

(2) Provides a list of assessment criteria to the presidents of each institution hosting NROTC units six months prior to the inaugural assessment or six months prior to any subsequent assessments, if the assessment criteria have changed from the previous assessment.

(3) Sends a flag officer signed assessment to each president of the respective NROTC host unit institutions postmarked by June 15th of each year.

(4) Forward a summary of the NROTC program's annual assessment to the Office of the Under Secretary of Defense for Personnel and Readiness (USD (P&R)) by August 15th of each year.

d. NROTC Professors of Naval Science (PNS) closely coordinate with their respective NROTC host unit institution's administration to address inquiries regarding the NROTC host unit assessment.

5. Process

a. First-Year Plan. Upon their respective institutions' receipt of the annual NROTC host unit assessment, if the institution scores below average in any category, the PNS shall:

(1) Discuss the NROTC host unit assessment results with the host institution president or designated host institution representative.

(2) Develop a mutually agreeable corrective action plan and timeline with the host institution president or designated host institution representative if the institution scored below average in any assessment category that the Navy and the institution can collectively improve, (i.e. annual production and cost). This plan shall include measurable progress goals for acceptable scores for the assessment categories for which they scored below average. The corrective action plan shall encompass three years, to include the initial first-year assessment.

(3) If applicable, propose alternative methods to improve the NROTC host unit's standing amongst peers, to include materiel provided by the institution, such as infrastructure, NROTC unit spaces, office equipment, etc., or faculty privileges provided by the institution, such as parking, physical fitness membership, etc. Improvement in the aforementioned criteria may also improve an institution's rank in the Department of Defense ROTC and Educational Institution Partnership Excellence Award Program.

b. Second-Year Plan. If a NROTC host unit institution scores below average for two consecutive years in the same category and continues to make no measurable progress, the Deputy Commander for NROTC Operations or the NROTC Program Manager will request to schedule a meeting with the host unit institution's president or designated representative to discuss the assessment and review the specific corrective actions along with the timeline that both the NROTC program and the institution can initiate to improve the institution's

performance. The Navy may propose the reduction of NROTC host unit administrative costs and resources to support the efficiency and effectiveness of the program.

c. Third-Year Plan. The Navy shall monitor the institution's progress toward the corrective action plan. CNSTC may visit NROTC host unit institutions that do not make measureable progress in attaining goals to discuss with the institution president or designated representative other alternatives to improve the host institution's relationship with the Navy. After the discussion, CNSTC may determine the institution is no longer a viable asset for the NROTC program and recommend the NROTC unit for disestablishment to SECNAV. In such cases, CNSTC will coordinate with USD P&R, along with the other military departments, and work closely with the affected school to counsel and propose options to impacted NROTC program participants. CNSTC will make every effort to offer NROTC program participants satisfactory time to permit completion of their programs or practical alternatives for obtaining commissions.

6. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per Secretary of the Navy Manual 5210.1 of January 2012.

7. Review and Effective Date. Per OPNAVINST 5215.17A, NSTC will review this instruction annually on the anniversary of its effective date to ensure palpability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV Form 5215/40 (Review of Instruction).



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Releasability and distribution:

This instruction is cleared for public release and is available electronically only via the Naval Service Training Command issuance website,
http://www.netc.navy.mil/nstc/NSTC_Directives/instructions.html